



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

KIRK T. STEUDLE  
DIRECTOR

August 8, 2007

Dear MDOT DBE:

Our Supportive Services Program is changing! Effective October 1, 2007, MDOT will no longer issue 100 percent reimbursements for Associations, and will no longer offer a Subscription Services Program to MDOT Certified DBEs. We will continue to offer training classes and conferences that are required for DBE firms to attend. Failure to attend these events may lead to denial of other supportive services program reimbursements. These changes are necessary because we have fewer federal dollars available for reimbursements. Effective October 1, 2007 MDOT will reimburse for supportive services as follows:

**Association Memberships:** (\$2,000 maximum) MDOT will reimburse 50 percent of the cost associated with joining an association, up to three memberships per year. The association must be transportation-related and support or have a direct connection with your major business activity.

**Consultant Services Program:** (\$2,500 maximum) MDOT will reimburse 50 percent of the cost associated with becoming MDOT prequalified. **In order to receive reimbursement a Prequalification rating must be assigned.** You will only be able to take advantage of this service for three consecutive years.

**Education and Training Program:** (\$2,000 maximum) MDOT will reimburse 50 percent of the cost of training given by technical and/or professional organizations (Michigan Infrastructure & Transportation Association, Construction Association of Michigan, American Council of Engineering Companies of Michigan, etc) and governmental agencies. Training sponsored by MDOT will continue to be offered at no or minimal cost to DBEs. Travel expenses will no longer be reimbursed for MDOT sponsored events, excluding the Annual Small Business Development Conference.

**Subscription Services Program:** MDOT will no longer offer this program in the new fiscal year, which starts October 1, 2007.

The amount of reimbursement will not exceed the fiscal year maximum allowed through these programs. Also, we will not process any fiscal year 2007 request after October 31, 2007.

This reimbursement program is for MDOT certified DBEs who will bid on MDOT work. We will continue to review reimbursements and compare that later to companies actually bidding on MDOT projects.

Should you have any questions about these changes, contact us at [mdot-dbe@michigan.gov](mailto:mdot-dbe@michigan.gov) or call Nick Sundberg or Ebony Alexander at 866-323-1264.

Sincerely,

Terrence Hicks, Director  
Office of Business Development